

EHGPC Kemble Centre (KC) Progress Tracking

Key- Ewyas Harold Group Parish Council - GPC
 Health and Wellbeing – H&WB
 Herefordshire Council – HC
 Clinical Commissioning Group – CCG
 National Health Service – NHS

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Task/Milestones	Progress	Target Date	Date Approved By GPC	RAG Status (Red/Amber/Green)	EHGPC Evidence
Application to register St John Kemble Church, Ewyas Harold as an asset of community value.		05/09/13	03/09/13		Minutes
Confirmation of registration as asset of community value.		24/10/13			Letter from HC
Notification of intention to submit bid.		15/11/13	12/11/13		Minutes Letter to HC
St John Kemble Former Roman Catholic Church for sale.		25/03/14			
GPC Decision to submit bid to purchase Former Catholic Church as an asset for the community.		08/04/14	08/04/14		Parish Plan 2012 Minutes
Borrowing approval for £60,000 requested.	Approval requested 8 th April 2014	08/04/14	08/04/14		Minutes
Borrowing approval received and bid submitted.	Borrowing approval received 25/04/14, bid submitted 30/04/14.	01/05/14	08/04/14		DCLG confirmation Bid submission
Bid accepted by Belmont Abbey (property must be used for community use H&WB Theme)		20/05/14			Letter from Agents
Initial verbal Informal Consultation for use of property with community	200 local residents engaged in a verbal consultation to ascertain interest in a H&WB centre. Results- yes and parking for village/surgery/garden area and small kitchen.	June/July 2014			Script
Drafting Application for Social Investment		June 14	08/07/14		

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Business (SIB) funding					
KC Working Group agreed by GPC	Julie Wilson-Thomas, Peter Overstall, Peter Jinman, Ellie Murphy, Graham Powell and a surgery representative.		08/07/14		Minutes
Awareness Raising Events/Gauge Community Opinion	2 x Memorial Hall , School Fete	07/14-12/14			
KCWG kick off meeting	The Dog	06/08/14			Minutes
Working Group terms of reference agreed			12/08/14		Minutes
Name of The Kemble Centre agreed			12/08/14		Minutes
Application for SIB funding unsuccessful		Sept 2014			Draft Doc
KCWG Meeting	The Temple	15/09/14			Minutes
Practice Patient Group	Engage group in possible KC project and consultation	30/09/14			Emails to JW-T
Consultation questionnaire/Survey Monkey	Nov-Dec 8th 2014 Possible usage and services delivered at KC	08/12/14	14/10/14		Minutes Questionnaire Report
KCWG Meeting	The Temple	17/11/14			Minutes
Public Works Loan (PWL) applied for and awarded £60,000.	Applied for on 10/12/14 and approved on 12/12/14	Dec 2014	09/12/14		Minutes PWLB confirmation
Drafting of initial draft plans and Business Plan (BP) retaining original structure.	November 2014	Nov 14			Draft BP Plans
KCWG	The Dog	15/01/15			Minutes
Completion of purchase		21/01/15			Solicitor correspondence
Press release re. purchase approved and published			10/02/15		Minutes
KC ground works clearing up	General tidying and vegetation clearance	22/02/15	19/02/15		Minutes
Meeting with DT JW-T and CB	Possible funding routes	09/03/15			

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Meeting with Environment Agency for advice		06/05/15			Minutes
CB meeting with NB at HC re KC partner sounding board session	Discuss agenda	05/06/15			Meeting notes
Sounding Board Session	Sounding board session for open and frank discussion between surgery, HC and councillors to enable GPC to make inform decisions and decide direction of travel	16/06/15	12/05/15		Emails Agenda Session notes
Primary Care Infrastructure Funding Bid	Surgery bid Nina and Alex for CCG	25/09/15			Draft application
JW-T/CB meets with NB and DT at HC	Re draft A4L feedback and guidance.	14/07/15			Meeting notes
Awards for All Application submitted	£10000 for a Feasibility Study, Business Plan and Architects drawings plus initial stages of planning process.	17/07/15	14/07/15		Application Confirmation from A4A Minutes
A4A application successful	A4A Confirmation	13/08/15			A4A correspondence
JW-T/CB meet with NB and DT	Re feedback and guidance for ITQs and BP format	10/09/15			Draft ITQs Meeting notes
Invitations to Quote documents drafted	September-October	31/10/15	13/10/15		Minutes Report
ITQs circulated and advertised	02/11/15- 27/11/15	27/11/15			Emails Adverts
PCIF remains possibility for next year and now PC???	Update from CCG site from Nina, Graham, Nina and Alex to investigate and lobby.	03/11/15			Alex-emails/ updates
KCWG meeting		03/11/15			Minutes
Practice Patient Group meeting	Up date group on progress and invite group to support Feasibility Consultant once engaged.	03/11/15			Emails

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Short listing quotes	Carla, Julie, Peter O and Alex	30/11/15	10/11/15		Minutes
Interviews for shortlisted consultants	Carla, Julie, Peter O and Alex	07/12/15	10/11/15		Minutes
Feasibility study and business plan project consultant appointed		09/12/15	08/11/15		Minutes
Revise ITQ document for Concept Design/Planning project and advertise	Change in project requirements and decided to use funding towards additional feasibility work rather than architects.	12/01/16	08/11/15		Minutes
Inception meeting for feasibility study and business plan project		14/12/15	08/11/15		Minutes
KCWG meeting	Carla, Julie, Richard and Peter O	11/1/16			WG Report
Pre-planning application submitted	Site visit with planning officer and historic building officer on 10/2/16.	14/1/16	12/1/16		Minutes
Letters to local parish councils (request to visit a parish council meeting to raise awareness of the project)		1/2/16	12/1/16		Minutes
KCWG meeting		8/2/16			WG Report
Abbeydore & Bacton GPC meeting	Julie and Amanda	1/3/16			Communication sheet
Project Outline document submitted by Golden Valley Practice to the Primary Care Transformation Fund		1/3/16			WG Report
KCWG meeting		7/3/16			WG Report
Peterchurch Parish Council meeting	Peter J	15/3/16			Communication sheet
Crucorney Community Council meeting	Richard and Peter O	15/3/16			Communication sheet
Longtown Group Parish Council meeting	Julie and Peter J	16/3/16			Communication sheet
Kentchurch Parish Council meeting	Peter O and Amanda	16/3/16			Communication

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					sheet
Joint meeting between Parish Council and Golden Valley Practice		21/3/16	1/2/16		Minutes
KCWG meeting		4/4/16			WG Report
Garway Parish Council meeting	Amanda and Julie	19/4/16			Communication sheet
Vowchurch Group Parish Council meeting	Peter J and Julie	21/4/16			Communication sheet
Barbara Parkinson, Clever Elephant meeting with David Farnsworth, Director of Community Services at One Herefordshire	Possibility of the Kemble Centre being linked to plans to transform health services in the locality	April 2016			
Follow up meeting between Parish Council and Golden Valley Practice	GPs confirmed agreement to pursue PCTF bid	28/4/16	12/4/16		Minutes
Parish Council Workshop	Facilitated by Clever Elephant	28/4/16	12/4/16		Minutes/Report
KCWG meeting		9/5/16			WG Report
Annual Parish Meeting – Presentation on initial feasibility results		10/5/16	12/4/16		Minutes
KCWG meeting		6/6/16			WG Report
Awards for All approval of variation to grant	Extend the feasibility work rather than undertake architect drawings at this stage	22/6/16	14/6/16		Minutes
PCTF bid selected by CCG to go through to the next round and entered onto the NHS England portal		1/7/16	12/7/16		Minutes
KCWG meeting		5/7/16			WG Report
Feasibility Study and Business Development Plan completed and adopted by the parish council		12/7/16	12/7/16		Minutes
Orcop Parish Council meeting	Julie and Amanda	20/7/16			
Meeting between David Farnsworth and	Facilitated by Clever Elephant	July 2016			

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the three GP practices					
Seek further external funding for implementation of Business Development Plan		Aug/ Sept 2016	12/7/16		Minutes
KCWG meeting		4/8/16			
KCWG meeting		5/9/16			
KCWG meeting		3/10/16			

Many tasks not listed above carried out and events attended.

Updated 19th July 2016